



Alton Highway Department

PO Box 659..... 80 Letter "S" Rd Alton New Hampshire 03809

603-875-6808Fax 603-651-0729

www.Alton.nh.gov.....highway@alton.nh.gov

Request for Proposal **New Riverside Cemetery Engineering**

General Information:

The Town of Alton is accepting bids for the engineering of the New Riverside Cemetery. Proposals shall be mailed or hand delivered to the Town of Alton, Attn: Selectmen's Office, 1 Monument Square, PO Box 659, Alton NH 03809 in a sealed envelope clearly marked "**New Riverside Cemetery BID**". Bids must be received **no later than August 11, 2020 at 2:00pm** with an opening date "to be determined" by the Board of Selectmen. **Faxed or Emailed bids will not be accepted.**

Minimum Specifications:

The engineering plans will include:

- Test well (gal per minute) and determine best way to utilize it
- Connect water lines to existing water system with closure valve
- Plan for faucets and waste receptacles for the public
- Screen all loam on site
- Set utility corridor to maintenance shed
- Dig and reset material from 28 to ledge 6' in depth removing all rocks larger than 12"
- Do borings to determine ledge on project a solution for 6' depth utilizing material on site. Set grade accordingly
- Columbarium and possible future Columbarium
- Design roads/drainage/parking areas
- Irrigation/Automatic timer system
- GIS Cemetery Plots/Plans
- Wall on roadside/drainage of Rte. 28
- Estimate cost of project
- Final Grade/Contour of Area to match existing cemetery
- Final top layer of soil to be 8"+ of Loam (To Be Determined by Engineer)
- 2nd Layer to be 14"+ Sand/Gravel where lots are planned (To Be Determined by Engineer)
- Layout of project

- 4” Square Granite stone bounds markers for lot measuring and walkway delineation
- Landscaping – Plan for trees, shrubs, lilacs
- Design, Construction and recommended location of a refrigerated vault capable of holding up to 15.

Town Funding Provisions: The funding necessary to discharge the on-going financial obligation of the Town under this Agreement shall be limited to each fiscal year and subject to the Budget Appropriation approved at each Town Meeting. This Agreement does not obligate the taxing power of the full faith and credit of the Town in the event the budgeted funds for this agreement are not funded by The Town of Alton.

Opt-Out Provision: The Town of Alton may terminate this contract at any time for any reason by giving at least thirty (30) days’ notice in writing to the contractor. If the contract is terminated by the Town of Alton, as provided herein, the contractor will be paid a fair payment as negotiated with the Town of Alton for the work completed and materials supplied as of the date of termination.

Insurance: The Contractor agrees to furnish and maintain during the period of the awarded contract, at its own cost, policies or insurance to the Town of Alton as follows:

The Town shall require all contractors, subcontractors and persons other than Town Officials who perform services to the Town to maintain insurance coverage’s in accordance with the following minimum amounts. Prior to start of any work, the Town must be furnished with an insurance certificate as proof that coverage’s are in place. Certificates shall be placed on file with the Finance Office. NOTE: Nothing in this Section shall be deemed to prohibit a Governing Body from requiring coverage amounts at a higher level, or imposing additional types of coverage as may be desired.

General Liability	\$ 1,000,000.00
Property Damage	\$ 500,000.00
Personal Injury	\$ 500,000.00
Automobile Liability	\$ 250,000.00
Worker’s Compensation	\$ 250,000.00

The Contractor agrees to indemnify and hold harmless the Town of Alton against any and all liability, claims and cost of whatsoever kind and nature for injury to any person or persons and for loss or damage to any property occurring in connection with or in any way connected to or arising out of the occupancy, use, service operations or performance of work in connection with this contract. The Town of Alton shall be named as an additional insured.

Payment for Services: The Contractor shall submit an invoice to the Town that will indicate completion. The Contractor will receive payment within thirty (30) days from date of invoice, provided all work has been satisfactorily completed.

The Selectman reserve the right to accept or reject any or all bids for any reason whatsoever in the best interest of the Town. The Town reserves the right to negotiate and / or request additional information with selected contractors. **A Certificate of insurance, Three (3) References, and W9 must be submitted with the sealed price proposal documents.**

Any bids received after 2 pm on August 11, 2020 will not be considered.